

Minutes of Committee Meeting Wednesday, 2nd August 2023

Present: Pauline Horton (Chair), Dorothy Hughes (Vice Chair), Dave Walton (Treasurer), Janet Hoskyn (Secretary), Steve Hoskyn, Lynda Andrews, Wendy Gardner, April Hammond, Sharon Smith, Adrian Edgington,

1. Apologies

None

2. Minutes

The minutes of 5th July were accepted, approved and signed by **PH**.

3. Matters Arising

JH commented on the comment made by **DH** in Item 11 regarding recruitment. She had attended a Zoom meeting on this subject. It was felt that this subject was too complicated to discuss at a committee meeting and should be the task of a sub-committee and would be taken up at a later date.

4. July Monthly Meeting – Feedback

Overall it was felt that the meeting was well attended despite it being the start of the holiday season and the subject of the speaker was interesting and enjoyable. However, the sound from the microphone was problematic. This was considered to be the fault of the speaker who did not use the microphone properly. **AH** was also concerned about his health.

LA asked if members should stand when asking the speaker questions and that a microphone should be available. **AH** said that we should have a 'roving' microphone and that she was willing to take on this task.

5. August Monthly Meeting & Speaker Update

AH advised that Paul Barwick, who was popular last year, was returning this time to talk about the Double Agent ZigZag. He has sent her his invoice totalling £138.00 (which includes travel expenses) and requirements which she had forwarded to **DW**. **DW** advised that he would not be attending this meeting and would arrange to leave the equipment at the Braza on the morning of the meeting and would collect it later. He will also take **SH** through the set up of the Braza's sound system. **WG** asked if she could have the Sum Up machine to take payments for the Theatre group and **DW** had this on hand for her to take.

WG has a notice regarding the Ten Pin Bowling Group for the noticeboard and **JH** has notices regarding recruitment.

JH said she would provide the mystery object.

6. August Monthly Notices

JH will provide details of the August Monthly Meeting as in Item 5.

DH requested that it should include a reminder of the trip to Sandringham and Norfolk Lavender on the 23rd August and that the itinerary would follow. She said that so far fifteen members had signed up and paid.

Kathy Crowther had spoken to **LA** and wanted to thank members for their kind messages of condolence on the death of her husband.

LA will email the groups' news to **JH**.

7. September Monthly Meeting

We will be holding a raffle and Paula and Marion need to be advised. **JH** will email them if they do not attend the August meeting.

AH has booked Lucy Allen who is a film stunt woman, however she may have to cancel at the last moment if she has an assignment. **AH** advised that if this is the case she has contact details of a number of speakers who could step in at the last moment.

8. October AGM

The question was raised as to how many members would make up a quorum for the meeting and based on the current membership this would be forty nine.

LA suggested that new members of the committee should take part in the Trust's PowerPoint session regarding the role of a trustee which is on the u3a website. It was agreed that this should be arranged. Copies are in the Committee Role folders but **LA** advised that the Trust was in the process of amending these documents and our folders should be updated accordingly once this had been completed.

SH circulated a document outlining the procedures leading up to the AGM which included the proposal to increase the annual subscription from £16.00 to £20.00. The pro forma agenda quotes £20.00 but the final distributed agenda will not include a figure – this will allow the chairperson more flexibility on the day.

Notification of the AGM will be sent out week commencing 7th August which will include requests for any proposals as well as nomination forms for the committee. These documents will also be available at the Monthly Meeting on the 9th August. All proposals and nominations must be received by the end of the September Monthly Meeting. This will allow the Agenda to be sent out to the membership during the week commencing 2nd October. Accompanying this will be the reports from the Chair, Treasurer, Secretary and Speaker secretary. **LA** will produce a report for groups rather than ask the individual group leaders to do this. She had asked for photographs of group activities for inclusion but had so far not received any.

LA agreed to lead the meeting after the resignation of the current committee until the new chairperson is elected.

SH has also made some amendments to our constitution which he had circulated to the committee and asked for comments. **DH** had asked for the word 'Chair' to be amended to 'Chairperson'. **SH** explained that Section 3 of the constitution cannot be changed as it is by agreement between The Trust and The Charities Commission and that the wording is currently under discussion between them.

LA had also sent a detailed and helpful email which **SH** has incorporated into the AGM schedule.

SH had sent the amended document to the Trust to seek their approval and received a response from Linda Hodson. She had commented on the paragraph relating to the tenure of the officers which will be amended. **PH** thanked him for his work.

AH has a speaker booked for this meeting.

9. Correspondence

JH had received a report on the Pilot Council Meeting on the 14th June from the Trust which had been seen by the committee. It was felt by the committee that this was 'reinventing the wheel' and an attempt to show commitment and helpfulness where none had existed before.

She also had received notification of the Trust's AGM in October which included two resolutions. We had no objection to the first resolution but the second resolution calling for the national u3a membership to be increased by 500,000 by the end of 2028 was felt to be unworkable and a decision was made to vote against this proposal.

10. Treasurer's Report

DW presented the balance sheet and bank account details and expressed concerns that there would be insufficient funds in the current account by the end of the financial year, although he did expect income from Gift Aid of around £200.00 plus the income from two raffles. It was pointed out that contributing factors to the shortfall in funds are:

- a) The 2020-2021 year when membership fees were waived
- b) Subsidisation of several social functions in attempts to re-start after the pandemic
- c) A drop in membership of 100 since the start of the pandemic

Hence the proposal to raise the annual subscription, however this will not come into force until April 2024. **PH** noted that even with this increase with the current membership would not yield enough to raise the six months contingency funds required. This led to a general discussion regarding the introduction of a £1.00 fee per person attending the monthly meetings which had been proposed last month and not implemented. A further discussion was held and it was decided by 8 votes to 2 to introduce this with immediate effect. **JH** will notify members in the Notices and provide an explanation as to why it is necessary to take this action.

11. Membership Update

SH reported that membership remained at 242, a drop of 100 members since last year.

12. Groups Update

LA reported that the Photography and Quilting groups are arranging to have displays in the Library at the end of August. There have also been preliminary discussions regarding the possibility of setting up a Classical Music group. Several members have asked to have a group set up to learn to play the guitar but so far no tutor has been found.

13. Welfare

WG had sent cards of condolence to Ron Hall after the death of his wife. She had also sent cards to two members who were unwell.

14. December Meeting

PH had asked for a preliminary discussion to be held with regard to this. **AH** confirmed that Jim Stebbings had been booked to provide the entertainment. However, due to the constraint on time it was decided to postpone discussions until the next meeting but that in the intervening time we would consider the options.

15. Any other business

LA suggest that we could have a table in the Library at the Christmas Fayre with a view of promoting March u3a to try and recruit new members and that the cost would be £10.00.

16. Date of Next Committee Meeting – Wednesday, 6th September at 10 am